

**BUILDING & GROUNDS COMMITTEE MEETING
MINUTES**

September 23, 2019

Members Present: Pam Deppe, Brad Miller, Jason Ratts, Vera Small, Jeff Thomas

Members Absent:

Others Present: Byron Deaner, Tracy Garrison, Charlie Stratton, Denise McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

A motion to approve the minutes from August 26, 2019 was made Miller and seconded by Thomas. Motion carried (5-0).

Charlie Stratton, Central Services, requested approval of a travel request. A motion to approve the request was made by Miller and seconded by Thomas. Motion carried (5-0).

Byron Deaner, Facilities Manager, presented his monthly report.

Tracy Garrison, GIS, requested approval of Purchase Order GIS 2019-005. A motion to approve the request was made by Small and seconded by Miller. Motion carried (5-0).

A motion to approve the purchase reports was made by Small and seconded by Deppe. Motion carried (5-0).

There was no old business or public comment.

A motion to adjourn was made by Miller and seconded by Deppe. Motion carried (5-0). Meeting adjourned.